

**INTERNAL QUALITY ASSURANCE CELL (IQAC)
SACRED HEART COLLEGE (AUTONOMOUS), THEVARA**

TRAINING ON ADMISSION SOFTWARE

24 APRIL 2017

BROCHURE



REPORT

IQAC of Sacred Heart College organized training programme on admission software for the non-teaching staff. The objective of the program was to familiarize the staff in charge of admission process about the operation of the software. The college has an automated admission process since it became autonomous. The role of administrative staff has become more significant in handling the admission process with the introduction of the software. The IQAC organized the training program in the light of the automation process.

Technical expert of the software Mr. Shifas A A led the training programme. He introduced all the fields in the software and explained various drop-down menu. Then the participants were given a hands-on experience in entering all the necessary data by a mock admission process. The non-teaching staff in charge of admission process participated in the training.

Mr. K. J. Lukose proposed the vote of thanks.

PHOTO



**Mr. Shifas A A Offering Training to Non-Teaching Staff on Admission Software
(24 April 2017)**

SACRED HEART COLLEGE (AUTONOMOUS), THEVARA

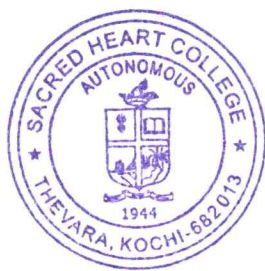
Training for Non-teaching Staff


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LIST OF PARTICIPANTS

| Sl. No. | Name |
|----------------|-----------------------|
| 1. | Mr. Johnson S. V. |
| 2. | Mr. Lukose K. J. |
| 3. | Mr. Davies K. T. |
| 4. | Mr. Reji Joseph |
| 5. | Sr. Marykutty Jospheh |




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